

**BAIL AGENT/RECOVERY AGENT
EXAMINATION CONTENT OUTLINE
60 QUESTIONS TOTAL
LAST REVIEWED 03/28/2016**

Legal References: IC 27-1-1&2, IC 27-10, 760 IAC 1-6.2, and RL 35-33&41

I. DEPARTMENT OF INSURANCE (2 QUESTIONS)

- A. Commissioner's Powers and Duties
- B. Admitted Insurers
- C. Insurer Deposits
- D. Department Investigator
- E. Bail Bond Enforcement & Administration Fund

**II. BAIL AGENT & RECOVERY AGENT LICENSING (18 QUESTIONS)
& REGULATIONS**

- A. Qualifications
- B. Pre-Licensing Educational requirements
- C. Examination Fees
- D. Registration of Bail Agent License with Circuit Court
- E. License Renewal and Expiration
- F. Continuing Education
- G. Change of Address
- H. Denial, Suspension, or Revocation of License & Disciplinary Actions/Penalties
- I. Appointment and Termination of Appointment
- J. Discontinuance of Business/Return of License
- K. Persons Excluded from Acting as Bail Agents/Recovery Agents

III. KEY DEFINITIONS (5 QUESTIONS)

- A. Acquit
- B. Appeal
- C. Arraignment
- D. Bail Agent
- E. Bail Bond
- F. Collateral
- G. Commissioner
- H. Custody
- I. Defendant
- J. Extradition
- K. Felony
- L. Fugitive
- M. Indemnification
- N. Insurance

- O. Indictment
- P. Insurer
- Q. Lien
- R. Misdemeanor
- S. Power of Attorney
- T. Property bond
- U. Premium
- V. Surety
- W. Real property
- X. Recognizance
- Y. Revocation
- Z. Recovery Agent
- AA. Risk
- BB. Soliciting business
- CC. Transfer fee
- DD. Undertaking
- EE. Warrant

IV. BAIL BOND BASICS (17 QUESTIONS)

- A. Purpose
- B. Surety bond types
 - a. Bail
 - b. Appearance
 - c. Appeal
 - d. Cash
 - e. Property
- C. Parties to a Surety bond
 - a. Principal
 - b. Obligee
 - c. Surety/Guarantor
- D. Indemnification Agreements/Surety Contracts
- E. Bail Agent & Insurer's Power of Attorney
- F. Duties of a Bail Agent/Recovery Agent
- G. Access to Jails
- H. Bond Process
 - a. Application for bond
 - b. The Surety contract
 - c. Obligations of the parties
 - d. Amount of bail

- e. Collateral security
- f. Receipts
- g. Posting the bond/Recordings
- h. Informational notice requirements

I. Court Procedures

- a. Court appearance
- b. Arraignment
- c. Trial
- d. Appeal
- e. Conditions for release
- f. Failure to appear
- g. Revocation of bail

J. Release of Surety

K. Surrender of Principal

- a. Return of premium
- b. Return of collateral

L. Bond Forfeiture

- a. Disposal of funds
- b. Time limit for appeals
- c. Penalty assessments & timing

**V. BAIL AGENT/RECOVERY AGENT PRACTICES (10 QUESTIONS)
& PROCEDURES**

A. Use of Recovery Agents

Duties of a Recovery Agent
Relationship to the Bail Agent
Prohibited conduct
Compensation

B. Insurer Deposits

C. Soliciting Business-Prohibited conduct

D. Attorney Referrals

E. Practice of Law

F. Failure to Collect Full Premium

G. Signing a Bond in Blank

H. Maintaining Records

I. Soliciting Without a License

J. Prohibition Against Gifts

VI. LAW ENFORCEMENT PRINCIPLES (8 QUESTIONS)

A. Who May Make An Arrest

- Law enforcement officers
- Judges
- Coroners
- Citizen's arrest

B. Surety Qualifications

C. Surrender of Defendants

D. Apprehension of Defendants

E. Notice of Trial or Hearing

F. Failure of Defendant to Appear

G. Breach of Undertaking

H. Use of Force to Protect Person or Property

I. Reasonable belief

J. Use of Force Relating to Surrender or Escape

K. Bail bond enforcement and administration

END REVIEW 03/28/2016

REVISION HISTORY

03/28/2016	Updates to outline format; verified topics consistent with Indiana laws and regulations
12/01/2006	